

FINAL

Chesterfield Local Human Rights Committee (CLHRC)

January 28, 2013

Committee Members Present:

Mr. Craig Gross, Chairman
Mr. Peter Mazure
Ms. Dina Phelps, Secretary
Ms. Roxanna Ronquillo

Absent:

Mr. Charles Armstrong
Mr. Linwood Alford
Ms. Susan Foster

Staff:

Mrs. Karen Mingloski, LHRC Staff Support (Chesterfield)
Mr. Buddy Small, Human Rights Office

Guests:

Mr. James Holdren, Chesterfield CSB
Ms. Samia Abdelmagid, New Direction Counseling Services
Mr. Wes Suitt, Focused Outreach Richmond
Mrs. Emily Mazure
Mr. Steven Mazure

Affiliates Present

Ms. Karyn Carpenter, Chesterfield CSB
Ms. Kimberly Harris, Community Interventions
Ms. Pamela Stacey, Counseling Alliance of Virginia
Ms. Taneha McCray, Covenant Homes LLC
Mr. Rob Johnson, Grafton Schools
Ms. Gina Koke, Grafton Schools
Ms. Kina Thomas, H&W Enterprises of NC, LLC
Ms. Terrance Moore, J&M Adult Care Services
Ms. Linda Jones, Jerolin Management Services
Ms. Dane's Weddel, Kids in Focus, A ResCare Company
Ms. Cheryl Nero, Langhorne Family Care
Mr. Jamie Knight, Lyle Professional Consulting
Mr. Maurice Morgan, New Pathways Youth Services, Inc.
Ms. Angela Woolridge, Olmeja Advocacy Services
Ms. Kim Higgins, Overcomers Day Services, LLC
Ms. Christina Rivers, Rivers Assisted Living
Ms. Tanikka Mason, Second Chances Youth Services
Mr. Cedric Moore, Spectrum Transformation Group
Ms. Wauchula Reed, Turning Point Mental Health Services LLC
Ms. LaKeisha Brouard, Village Children & Family Services
Mr. Vincent Walker, YES Behavioral Health
Mr. Joseph Cason, YES Behavioral Health

Absent:

Quality Life Services

1. Call to Order

A quorum being present, Chairman Craig Gross called the Chesterfield Local Human Rights Committee meeting to order at 5:40 pm at Chesterfield Mental Health Support Services, 6801 Lucy Corr Boulevard, Chesterfield.

Chairman Gross requested volunteers to help clean up at the end of the meeting.

2. Approval of Minutes

No corrections were noted. A motion was made and seconded to approve the minutes of July 23, 2012.
Ayes: Mr. Gross, Ms. Ronquillo, Ms. Phelps, Mr. Mazure

3. Matters of the Public

Mr. Gross entertained comments to open the floor for items of interest to the committee. There were no matters of the public brought forward.

4. Old Business

There is no new business.

5. New Business

A. Potential New Providers (brief description of services & human rights policies & procedure review)

- *Focused Outreach Richmond* requested affiliation. Focused Outreach Richmond provides housing and supportive services for individuals recently discharged from jail (adults 18 and older) and have psychiatric conditions. It will be approximately three to six months before they receive their license. The Human Rights Policies and Procedures were approved, and affiliation is granted.
A motion was made and seconded to accept the human rights policies and procedures, and approve affiliation of **Focused Outreach Richmond**.
- *New Directions Counseling Services, LLC* requested affiliation. New Directions Counseling Services provides mental health support services to adult individuals (18 and older) at-risk for out of home placement due to disorders that would put them at risk. New Directions Counseling Services will seek referrals from the local police department, outpatient providers, religious groups, etc. They are currently waiting for Licensure to visit. The Human Rights Policies and Procedures were approved, and affiliation is granted.

A motion was made and seconded to accept the human rights policies and procedures, and approve affiliation of **New Directions Counseling Services LLC**.

B. Policies & Procedures

- **The Village Children & Family Services LLC** (students/interns policy)

Ms. Broussard requested review and approval of a revised policy, Students and Volunteers, which will allow graduate level interns to be placed in their program.

A motion was made and seconded to accept the revisions of policy Students and Volunteers, as submitted, of The Village Children and Family Services LLC.

C. Quarterly Report of Human Rights Activities

Mr. Gross reported the LHRC members have reviewed, in advance of the meeting, the October, November, December 2012 quarterly reports submitted by providers. The providers will not need to give a verbal report, unless there are specific questions about an event. Also the Annual Report of Human Rights Activities were reviewed.

The following providers submitted their quarterly reports for the October - December 2012 reporting period.

Chesterfield CSB
Community Interventions LLC
Covenant Homes
Counseling Alliance of Virginia LLC
Grafton Schools
H&W Enterprises, LLC
J & M Adult Care Services, LLC
Jerolin Management Services
Kids in Focus, A ResCare Company
Langhorne Family Care
Lyle Professional Consulting

New Pathways Youth Services, LLC
Olmeja Advocacy Services
Overcomers Day Services, LLC
Quality Life Services
Rivers Assisted Living
Second Chances Youth Services
Spectrum Transformation Group
Turning Point Mental Health Services
Village Children & Family Services
YES Behavioral Health

Quarterly Report Discussion:

YES Behavioral Health – Mr. Gross commented that the events reported this period decreased about 50% from last reporting period.

Kids in Focus - Mr. Gross encouraged provider to write documentation to describe incident using more clinical language. (examples: 11/27 incident – self-harm statement – delineate statement (attention seeking behavior). Ms. Weddel reported that they have updated the Resident & Family Handbook (terminology was old, and the level system has changed and been updated). Mr. Gross thanked Ms. Weddel for the update.

Jerolin Management Services – Mr. Mazure inquired if police were called about the event, and Ms. Jones responded no, that it would have been reported the next day because staff already left work. Jerolin Management discussed the situation with the consumer's guardian, who initially wanted to press charges, and once the guardian spoke with APS decided not to pursue. Staff member was terminated after the investigation was completed.

Langhorne Family Care – Mr. Small inquired about staff training and how is training measured. Ms. Nero responded various topics are discussed at staff meetings; staff are tested annually and documentation is filed in the employee record.

Olmeja Advocacy Services – Mr. Small requested the Serious Incident Reports be submitted to him on 2 events reported.

A motion was made and seconded to accept the quarterly reports submitted.

D. Service Additions/Closures

Jerolin Management Services LLC requested approval for expansion of services for an ID waiver 4 bed group home located in Hopewell (not wheelchair accessible); requesting license for 4 individuals but may ask for 5 individuals. Jerolin Management is currently licensed for sponsored residential

and day program, and the Human Rights Policies and Procedures have previously been reviewed and accepted by the LHRC.

A motion was made and seconded to accept **Jerolin Management Services LLC's** program expansion of the ID waiver group home.

6. Advocates Report

Mr. Small indicated that this committee will be needing to replace several members over the next year. It is the provider's responsibility to help recruit members to fill the vacancies.

For program expansions/affiliations, please notify LHRC and Office of Human Rights in a timely manner. It is imperative to get your information in as soon as possible.

Agenda items are submitted to the LHRC. Mr. Small is the technical advisor to the LHRC and is obligated to keep providers in compliance with Regulations.

7. Executive Session

Quality Life Services agenda item will be deferred to the April meeting.

8. Announcements / Updates

Mrs. Mingloski noted the next meeting will be April 29, 2013 and all providers are asked to submit the Quarterly Report of Human Rights Activities form for the reporting period of January – March 2013 and any other agenda requests by April 8, 2013.

Mr. Gross encouraged providers to report accurate information, such as complaints of abuse/neglect, etc. Several providers continue to report no incidents.

9. Adjournment

There being no further business, the meeting was adjourned at 6:22pm. The next scheduled meeting will be held April 29, 2013. **Please note April 29 is one week later than the published meeting date.**